

REGULAR BOARD MEETING MINUTES

Monday, June 8, 2015

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:00 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Molly Hofschulte, Andrea Lehnertz, Linda Nelson, Todd Peterson, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Assistant Principal/Activities Director John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, and Brian Todd.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approve the Amended Agenda

Chair Pagel advised that the agenda would be amended to include two Transfers of Funds resolutions.

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve the amended agenda.

Visitors to Address the Board

There were no visitors to address the Board.

Board Minutes

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve the May 11, 2015 Board Meeting Minutes.

Regular District Bills

A motion was made by Member Nelson, seconded by Member Peterson, and carried unanimously to approve the Regular District Bills totaling \$884,787.76.

Special District Bills

A motion was made by Member Peterson, seconded by Member Hofschulte, and carried unanimously to approve the payment of the Special District Bills totaling \$142,570.94.

Treasurer's Report

A motion was made by Member Austinson, seconded by Member Andring, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$11,067,293.87 and the May electronic transfers.

RECOGNITIONS

Supt. Klaehn thanked the Board members that were able to attend the Employee Recognition Breakfast. He added that the district has an impressive list of individuals who have served 25 years or more. "Longevity is a character of our district and workforce, and it is a nice thing to celebrate." He noted that Renee Stanchfield was a "wonderful asset" as she assisted the district and Gary Franzen in his decision to move into retirement.

The following individuals were honored at the June 5th Employee Recognition Breakfast:

Teacher of the Year – Vicky Humble

Retirees: Sue Cordes – 40 years; Linda Zarling – 39 years; Jackie Arens – 9 years; Bob Potter – 13 years; Janet Franke – 30 years; Gary Franzen – 28 years; Bruce Klaehn – 10 years.

Years of Service: 25 years – Gwen Ahern, Vicky LaBare; 15 years – Melanie Keefe, John Pittenger, Deb Vosler, and Dan Vrieze; 10 years – Ryan Anderson; 5 years – Paula DeRouin, Kim Schlueter, Brian Hasleiet, Julia Buss, Shawn Green, Madonna Kuiper, Harry Zeitler, and DeAnne Pease.

Over 25 Years of Service: 42 years - Al Trogstad; 40 years - Marlys Tritten; 32 years - Karen Schultz and Chris Berg; 31 years - Angie Johnson and Vicki Koehler; 29 years - Sheri Crowson; 28 years - Tom Surprenant; 27 years - Peggy Swenson and Deb Donnay; 26 years - Paula Braun, Wayne Ellringer, Katie Johnson, Maryrose Keller, Kathy Smith, and Jenny Thompson.

Masters Degrees: Dan Lecheler in Social Work, and Jake Robinson in Career & Technical Education.

Autism Licensure: Lora Allen

K-12 Reading Licensure: Cali Salley

Passed the Para Pro Test: Jamie Mauskemo and Sheila Searcy

Activities Director John Ostrowski advised that the Girls' 4x800 Team competed at state.

CABINET COMMUNICATIONS

High School Principal – Principal Todd Rowekamp shared the following: 1) It was a calm, peaceful close of the school year; 2) The finals schedule worked out well, especially with the 2-hour early out the last day of school. The students were well behaved, happy, and respectful on their last day of school; 3) Staff used an online Google checkout form this year; 4) The Site Council would meet in June to plan for next year and the Leadership Team would meet in August; 5) Mr. Rowekamp was currently hiring long-term substitutes for Science and Physical Education and considering Capital Outlay requests, supply orders, etc. from teachers; 6) Both the Band and Choir concerts were “outstanding” with great conductors, great audiences, and great kids. The staggered start time worked well to avoid overcrowding. The big test would be the holiday concerts in winter; 7) The concert etiquette rap was a good natured way to remind the audience to be respectful; 8) He thanked the Board members who participated in the commencement ceremonies; 9) He ended his report by saying, “Supt. Klaehn has been a fantastic mentor and boss to work for. I will miss him. I thank him for his leadership and what we have accomplished together because of him.”

Elementary Principal – Dr. Jeanne Svobodny shared the following: 1) The elementary held a nice retirement party for Linda Zarling and Sue Cordes and a fun get-together for Bob Potter and Jackie Arens. She added, “They are all team players and so cooperative. I am happy for them that they are retiring;” 2) The move went so better than expected because of the cooperative spirit of everyone – teachers, paras, and custodians. Also, the parents have been cooperative with the new drop off in the elementary parking lot; 3) The elementary end of the year was so different than previous because of the early release. Presentations provided for teachers after the students left for the summer were well received.

District Feedback Forms

No compliment or complaint forms had been received.

REPORTS

Construction Updates

Supt. Klaehn provided an update of the elementary construction:

- There had been a slight delay at the elementary due to the rainy weather.
- Demolition was on schedule and first layers of footings up to about the first level have been completed.
- A lot of footings within the new kitchen and the new cafeteria w343 being walled up.
- The entire parking lot would not be available this fall and the secondary parent route would have to be re-established.
- Budget-wise, the contingency fund was doing good...it had been spend down to \$420,000 from \$500,000, a good balance for this stage of the project. .

Field and track updates included the following:

- The project was on schedule except for the plan to have the crow’s nest moved by now.

Mr. Klaehn would continue to provide updates for the Board each month, either in written form or in person.

OLD BUSINESS

Second Reading and Approval of Policy Revisions

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve changes to and additions of the following policies: :

- 198 – Anonymous Letters
- 406 – Public & Private Personnel Data
- 410 – Family & Medical Leave Policy
- 415 – Mandated Reporting
- 526 – Hazing Prohibition
- NEW 589 – Parking Policy
- 599 – Academic Eligibility
- 805 – Waste Reduction & Recycling

Approve 2015-16 Revenue and Expenditure Budget

Supt. Klaehn advised the legislature had approved for 2014-15 (and probably for 2015-16) transfers between the sub-funds of any fund. He explained the two transfers he was recommending.

A motion was made by Member Peterson and seconded by Member Nelson to adopt the resolution to move \$10,000 from Early Childhood Family Education Program fund to the School Readiness fund.

RESOLUTION FOR THE TRANSFER OF FUNDS

WHEREAS, Minnesota Laws 2011, First Special Session, Chapter 11, Article 5, Section 11 as amended by Laws 2013, Chapter 116, Article 7, Section 19 defines a process for Minnesota school districts to apply for and initiate a funds transfer pending approval of the Commissioner of the Minnesota Department of Education; and

WHEREAS, the School Board of Independent School District No. 533 has determined that a transfer of funds is necessary for the continued operation of the school district and such transfer will not diminish the instructional opportunities for the students of Independent School District No533;

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 533 that an application to the Commissioner of the Minnesota Department of Education be made to transfer \$10,000 from the Early Childhood Family Education Programs fund to the School Readiness fund and that such transfer be made immediately upon receiving approval from the Commissioner.

The following voted in favor of the motion: Andring, Nelson, Austinson, Peterson, Pagel, Lehnertz, and Hofschulte. Those voting against the same: none.

A motion was made by Member Andring, seconded by Member Austinson to move \$10,000 from General Community Education to the School Readiness Program.

RESOLUTION FOR THE TRANSFER OF FUNDS

WHEREAS, Minnesota Laws 2011, First Special Session, Chapter 11, Article 5, Section 11 as amended by Laws 2013, Chapter 116, Article 7, Section 19 defines a process for Minnesota school districts to apply for and initiate a funds transfer pending approval of the Commissioner of the Minnesota Department of Education; and

WHEREAS, the School Board of Independent School District No. 533 has determined that a transfer of funds is necessary for the continued operation of the school district and such transfer will not diminish the instructional opportunities for the students of Independent School District No533;

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 533 that an application to the Commissioner of the Minnesota Department of Education be made to transfer \$10,000 from the Community Education Programs fund to the School Readiness fund and that such transfer be made immediately upon receiving approval from the Commissioner.

The following voted in favor of the motion: Andring, Nelson, Austinson, Peterson, Pagel, Lehnertz, and Hofschulte. Those voting against the same: none.

Supt. Klaehn recommended the Board approve the 2015-16 Board Assumptions with the unknowns of enrollment estimates, Basic Formula Allowance, other formula categorical revenues, SACC fees, the teacher contract settlement, and changes in custodial staff.

A motion was made by Member Nelson, seconded by Member Andring, and carried unanimously to approve the 2015-16 Board Assumptions with the unknowns given (Attachment A).

Supt. Klaehn presented the Board a recommended 2015-2017 Bus Driver Terms & Agreement contract. It was a continual challenge to hire bus drivers and the district wished to remain competitive in regard to wages. The proposed contract reflected a 3% increase each year and increased the safety bonus.

A motion was made by Member Hofschulte, seconded by Member Andring, and carried unanimously to approve the 2015-16 Bus Driver contract with corrections.

Supt. Klaehn and Business Manager Gary Betcher had developed the Preliminary 2015-16 Budget with the above-mentioned assumptions and unknowns, and reviewed the budget with the Board.

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve the Preliminary 2015-16 Revenue and Expenditure Budget with corrections.

NEW BUSINESS

Let bid for Dairy/Bakery/Fuel Products and Snow Removal

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to let bids for dairy, bakery and fuel products and snow removal for the 2015-16 school year.

Approve Minnesota State High School League Membership for 2015-16

The School Board watched a video from the MSHSL. A motion was made by Member Peterson and seconded by Member Lehnertz to approve the MSHSL Membership for 2015-16. A roll call vote was taken with the following voting in favor: Andring, Nelson, Austinson, Peterson, Pagel, Lehnertz and Hofschulte. Those voting against the same: none. The motion carried unanimously.

Approve the New Dover Building Rental Agreement with the Hiawatha Valley Education District for 2015-16
Supt. Klaehn advised that he and Glen Haupt had met to significantly change the rental agreement in light of upcoming changes in the use of the Dover building.

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to approve the Dover Building Rental Agreement with the HVED for 2015-16 (Attachment C).

Consent – Leave of Absence Requests

A motion was made by Member Lehnertz, seconded by Member Nelson, and carried unanimously to approve the leave of absence requests from BRANDI PAGEL from August 31 through November 6, 2015, and BRYANNA ANDERSON from August 31 through November 6, 2015.

Accept Retirement Resignation

A motion was made by Member Andring, seconded by Member Hofschulte, and carried unanimously to accept the retirement resignation of High School Custodial Director GARY FRANZEN.

Accept Resignation

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to accept the resignation of ARLENE PEREZ as Cook's Helper so that she could accept a position in the high school Custodial Department.

Consent - New Hires

A motion was made by Member Andring, seconded by Member Lehnertz, and carried unanimously to hire ARLENE PEREZ as Custodian; and WILLIAM SCHMIDT, GRAHM WIBSTAD, and ELIZABETH WELLS as Student Summer Cleaning Workers.

A motion was made by Member Andring, seconded by Member Peterson and carried unanimously to hire LINDA OESAU as the High School Custodial Director.

Accept Donation

A motion was made by Member Peterson, seconded by Member Lehnertz, and carried unanimously to the \$100 donation from LJ and RM JOHNSON to Michelle Kent's Band account.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) Reminded the Board of the Gopher Count Parade on Thur., June 18th at 10 AM and the Eyota Days Parade on Sat., July 18 at 11 AM; 2) Advised that Principal Svobodny and Susan Keller-Schaefer would be interviewing to fill a School Age Child Care Coordinator position; 3) His last day in his current office would be June 18 and he would then move to Conference Room 103. Michael Carolan was expected to start work the week of June 29; 4) Due to the HITA law, the district Health Insurance Committee went through a bidding process and decided to stay with Blue Cross Blue Shield through the Southeast Service Cooperative; however, a different plan was chosen with a higher deductible; 5) Olmsted County was starting up a family collaborative time study which might provide funds for the some certified employees' activities with students and parents; 6) Mr. Klaehn gave a heartfelt farewell and thanked everyone for their assistance during his tenure. He said, "I have appreciated the opportunity to serve as superintendent for this district. I have

really enjoyed working with the Board members...we have done a lot of good things. I am very proud of the Dover-Eyota District.” He went on to say that his final presentation to staff was more about the future than the past. “I feel good about ending my time here. It was a privilege and a pleasure to serve as superintendent!”

Board of Education Committee Reports & Communication

Andring – Mr. Andring reminisced about hiring Mr. Klaehn and visiting with the Grand Meadow business owners about him. He said, “I thank you. Your style of leadership was different (than we had in the past). It was great to learn from it and work with you! The school district has gone a long ways in the past ten years.”

Nelson – Mrs. Nelson told Mr. Klaehn that he had made her years on the board very enjoyable. She added, “You have been very supportive. Good luck with whatever you do.”

Austinson – Mrs. Austinson congratulated the retirees and added, “That type of longevity is unheard of in many districts...it says a lot about the district and people that work in it.” Regarding Gary Franzen’s retirement and health issues she said, “I am glad to see how he has grown stronger physically and in other ways during his journey.” She complimented the high school graduation as being “seamless” and the boys’ version of “Cupla Cups” at the Band concert. Member Austinson ended her report by stating that she had learned more being on the School Board than when she obtained her doctorate.

Peterson – Member Peterson noted that the Dollars for Scholars Committee had determined seniors who received graduation scholarships. The Negotiations Team had met with the teacher representatives and some progress had been made. He thanked Gary Franzen for his time and service to the district and added, “It was a hard and emotional decision for Gary.” Mr. Peterson ended his report by saying to Mr. Klaehn, “Thank you for all the times you helped me when I was first on the board. Best of luck to you!”

Lehnertz – Mrs. Lehnertz had attended negotiation sessions, the spring concerts, and the award events. “I will miss Gary as he was an integral part of my school days.” To Mr. Klaehn she said, “Thank you for your guidance as I became a member of the School Board.

Hofschulte – Mrs. Hofschulte would begin her second term on the Early Learning Council. She thanked Gary Franzen for his service to the district and added, “He is as much a part of this culture as a block in the building.” She indicating the parking issue was much less during the recent Band and Choir concerts. She noted the “incredible” respect the seniors had for Mr. Anderson at the Band Concert. She suggested that a fundraiser should be considered to replace the band/choir shells. Member Hofschulte thanked Supt. Klaehn for his service, noted that they had not always agreed on things, but that she had learned a lot from him. She added, “Congratulations on your retirement!”

Pagel – Chair Pagel had attended the Employee Recognition Breakfast and said, “We are blessed with the staff we have. There are a lot of years of experience.” Mr. Pagel commented that family members who work in other schools don’t see that type of longevity in their districts. Regarding the Hiawatha Valley Education District he relayed that only four applications had been received for the executive director position, the opening would be posted again, and a possible interim director might be hired. In regard to Mr. Klaehn’s retirement he said, “It has been a good ride, we have done a lot of good things, and we have had a lot of good times. I believe Bruce will be out there cheering on Dover-Eyota for years to come.”

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Hofschulte, and carried unanimously to adjourn the meeting at 9:00 PM.

Julie Austinson, Clerk
Cb

2015-16 Dover-Eyota School Board Assumptions

(Board approved June 8, 2015 with "unknowns" highlighted)

2015 - 2016 Budget Revenues

1. Enrollments:

May 1 - 2014-15	Weight Factor	Total Enrollment	Weighted (WADM*)
Kindergarten	1.0	74	74.0
Grades 1-6	1.0	527	527.0
Grades 7-12	1.2	485	582.0
Total		1,086	1183.0

Projected 2015-16	Weight Factor	Total Enrollment	Weighted (WADM*)
Kindergarten	1.0	90	90.0
Grades 1-6	1.0	517	517.0
Grades 7-12	1.2	503	603.6
Total		1,100	1210.6

NOTE: Hcp. Pre-K counts are highly unpredictable for our district. We will leave these out of the revenue consideration as a cushion for our calculations.

2. General Education Revenue Summary:

- a. Basic Formula Allowance currently **\$5,831** PPU.
- b. Total other formula categorical revenues - **\$1,097**
- c. Approximate General Ed. Revenue Restrictions & Uses:
 1. Staff Development (2% Restriction) - Staff Training - \$150,000
 2. Learning & Development (K-6 WADM's) - Elem. Class Size - \$250,000
 3. Basic Skills (F/R Lunch #'s) - LEP/Interventionists - \$140,000
 4. Gifted & Talented (K-12 WADM's) - Academic Competitions - \$17,000
 5. Operating Capital (Bldg. Age) - Capital Expenditures - \$250,000
 6. Deferred Maintenance (Bldg. Age) - Repairs - \$85,000

3. Federal aids: Title I, II estimated to be \$75,000.

4. **Athletic fees** increased by \$10: (7-8 @ \$60, 9-12 @ \$85).

5. Most special program revenues will attempt to cover 100% of the special program expenditures (i.e., Footsteps, Community Education classes, etc.). District revenues will cover some Title I services & LRP transp.

6. Estimated interest revenue is based on a rate of 0.5%.

7. **Breakfast, lunch, and milk prices to increase by \$.05.** New rates: Lunch - \$2.00 elementary, \$2.25 middle/high school, and \$3.45 adults; Breakfast - \$1.15 K-12, and \$1.65 adult. Milk - \$.45.
8. 5% of all utilities & a portion of support services will continue to be charged to food service.
9. The Community Education athletic fees for grades K-6 would remain at up to \$40 per sport, except for tackle football which would be \$50. The Community Education Director will set fees according to the expenses.
10. **Monthly Pre-school Fees** will be increased to: 3-Yr olds - \$82.50, 4-Yr olds - \$165, 4-Yr olds Transition - \$247.50
11. The band instrument rental fee will remain at \$100.
12. Miscellaneous Fees including Penalty Fees would remain as follows:
 1. per copy fee of 15¢ for each 8.5"x11" or 11"x17" copy on white or color paper;
 2. per color printer copy fee of 25¢ for each 8.5"x11" or 11"x14" copy on white or color paper;
 3. penalty fee of \$100 per violation for being on the roof of any school district facility without permission;
 4. when the Denver Boot is applied to the tire of a vehicle incorrectly parked in a school district parking lot, the violator will pay a fee of \$15 to have it removed;
 5. penalty fee of \$5 per violation will be assessed students, and the cell phone or other electronic device confiscated, for the remainder of the day for inappropriate use of any such device.
13. The building rental rates would remain the same as previous years:

<u>day</u>	<u>District per day</u>	<u>Non-District per</u>
Elementary Gym/Multi-Purpose	100.00	190.00
Elementary Kitchen (plus Cook Charge)	75.00	175.00
High School Commons	100.00	150.00
High School Kitchen (plus Cook Charge)	100.00	200.00
High School Gym	200.00	390.00
High School Auditorium	150.00 1 st Hr	300.00 1 st Hr
	& 50.00 per hour thereafter	& 100.00 per hour thereafter
(a light/sound person may also be required depending on the extensive need of this equipment)		
MSHS Multi-Purpose Room/Media Ctr.	50.00	100.00
Dover Gym	50.00	100.00
All Classrooms (per room)	20.00	40.00
Custodian Charge (2-hour minimum)	28.00 Per Hour	
Cook Charge (2-hour minimum)	28.00 Per Hour	
Lighting/Sound Technician (2-hour minimum)	28.00 Per Hour	
Ball Fields	25.00 Per Hour, Per Field	
Deposit	250.00 for non-district rental	

The school district reserves the right to deny the facilities to any individual or group.

Groups and individuals may use the high school indoor concession stand refrigerator and sink at no charge, rather than renting the kitchen facilities.

A 10% fuel surcharge will be added to building rental rates from November through March.

14. **Athletic ticket prices** would follow conference guidelines (\$6 for adults, \$4 students in all sports, remain at \$40 for adult 10-event punch pass, \$20 for student 10-event punch pass, and free Golden Age Passes for senior citizens (age 62 and older) residing in our district. The school district will follow the Three Rivers Conference rules in regard to whether or not admissions are charged at the various levels of each sport.
15. **SACC fees** will remain at a straight rate of \$3.00 per hour at all times, and Wednesday morning SACC will be free of charge starting at 7:30 AM.

2015-2016 Budget Expenditures

1. Class size student/teacher ratio guidelines are as follows (exceptions may be required for specific circumstances):

	<u>Highest Avg.</u>	<u>Lowest Avg.</u>
Kindergarten & Grade 1	23	18
Grades 2-4	26	20
Grades 5,6	30	23
Gr 7-12 Required Core Subjects/Classes	32	18
Gr 7-12 Electives	25	10

Band/Choir will be as enrolled, with board examination if needed.

2. Staffing costs for 2015-16 are based on negotiated contracts for the Teamsters, Principals, and Cabinet/DO staff, and an updated Bus Driver Agreement. **Contracts are not set for the Teachers**, with 2014-15 salaries being rolled forward, and each 1% increase equal to \$55,200.
3. The District will strive to maintain the following staff, subject to available resources:

Elementary: 1 bldg. principal, 2 secretaries, 1 media asst., 1 nurse, 1 lead custodian, 1.5 custodians (includes .5 FTE at the Dover site), .75 school keeper, .8 FTE social worker, .5 FTE media generalist, .25 LEP

Middle School/High School: 1.5 bldg. principals, 2 secretaries, 1 counselor, 1 dean of students/social worker, 1 media asst., 1 lead custodian, 2.50 FTE custodians, **1.25** FTE school keeper (housekeeper), .81 FTE health assistant, .5 FTE media generalist, 1.0 FTE Literacy Specialist

Early Childhood (LRP and ECFE): 1.6 FTE LRP & 0.4 FTE ECFE licensed staff, and instructional assistants based on student enrollment.

District Wide: .9 FTE psychologist, 1 accounting assistant (HR), .5 accounts payable, .75 **Eagle**/community education/district office receptionist, .25 **Eagle** reporter, 1 superintendent's Admin. Asst., 1 business mgr., 1 superintendent, .5 FTE activities director, .375 FTE community education co-coordinators, 1.5 FTE curriculum/continuous improvement/assessment/ staff development/gifted & talented director and coordinator, 2.50 FTE technology support staff; 11.0 FTE Special Education Instr. Staff; 0.5 FTE Special Ed. Program Support.

Food Service: 1.0 director, 2 lead cooks @ 15 hrs./day, 2 cooks @ 14.5 hrs./ day, and cook's helpers including clerks to total 35 hrs./day.

Transportation/Grounds: 1 director, .75 grounds, bus drivers as needed.

Coaching Staff - Number of positions as recommended by the Activities Director. The administration may recommend for board approval that an additional coach should be hired or reduced due to number of participants.

	Head	Asst. Head B	9th	C
Football	1	1	2	2
Volleyball	1	1	1	2
Cross Country	1	1		
Wrestling	1	1		1
Golf	1			1

Baseball	1	1	2
Boys' Basketball	1	1	1
Girls' Basketball	1	1	1
Track	2	2	
Softball	1	1	2
Weightlifting	1		
Cheerleading			
Danceline	1	1	
Soccer	1	1	1

4. All utility & bus fuel costs budgeted at 2014-15 Revised Budget levels.

5. **Instructional Supply budgets** for 2015-16 are reduced by 15%:

Elementary	\$70 PPU
Middle/High School	\$93 PPU

Operations supply budgets for 2014-15 are:

Custodial	26.5 cents Per Sq. Ft.
Grounds	\$ 5,500
Transportation	\$11,000

6. Athletic, co-curricular activities and extra-curricular activities program budget for 2014-15 are: \$55,000 (includes referees, extra-curricular workers, phone, supplies, uniforms, coaching clinics, travel, etc.). Transportation costs, including drivers' salaries and fringes, will increase 10% to \$36,500.

7. General Fund Contingency will be maintained at \$20,000.

8. Misc. expenditures, misc. supply budgets and purchased services will be maintained at 2014-15 budget levels.

9. Food and milk costs estimated at a 5% increase from 2014-15 actual amounts.

10. Technology for 2014-15 is \$30,000 for services, supplies, repairs, etc.

11. All repair & maintenance budgets for 2014-15 are:

Custodial at 12 cents/sq. foot: \$11,580 at the elementary (96,500), and \$17,628 at the high school (146,900), transportation at \$37,500, and grounds at \$11,000 includes "services").

12. The testing budget for 2014-15 is \$15,000 for the entire district.

13. Acronym references:

- * ADED = All Day Every Day (kindergarten)
- * DAPE = Disabled Adaptive Physical Education (Special Ed.)
- * DCD-S = Developmental Cognitive Disability - Severe (Special Ed.)
- * DCD-M = Developmental Cognitive Disability - Mild to Moderate (Special Ed.)
- * DO = District Office
- * EBD = Emotional Behavioral Disorder (Special Ed.)
- * ECFE = Early Childhood Family Education (Footsteps)

* ECSE = Early Childhood Special Education
* F/R = Free and Reduced (for lunches and funding formulas)
* FTE = Full Time Equivalency
* FY = Fiscal Year
* IEP = Individualized Educational Plan (Special Ed.)
* LD = Learning Disability (Special Ed.)
* LEP = Limited English Proficiency
* LRP = Learning Readiness Program (Pre-School)
* MDE = Minnesota Department of Education
* MSHS = Middle School/High School
* PPU = Per Pupil Unit (same as WADM)
* SACC = School Age Child Care (before and after school)
* WADM = Weighted Average Daily Membership (same as Pupil Unit)

RENTAL AGREEMENT

This lease agreement is established by and between **Dover-Eyota Public Schools**, herein called "agent", and **Hiawatha Valley Education District**, herein called "tenant", with stated terms applicable ONLY to the 2015-16 school year. Agent agrees to lease to the tenant all available rooms in the building located at 217 West Center Street, Dover, MN 55929. The leased facility is to be used and occupied by the tenant as a school, and for no other purposes whatsoever, for a term of 12 months to commence July 1, 2015 and to end on June 30, 2016, and as further stated herein. This contract may be terminated by either party with a 90-day notice before the start of the school year.

For the period beginning July 1, 2015, and ending when the agent relocates it's Early Childhood programs to the Elementary School in Eyota (approximately Dec. 31, 2015), the tenant agrees to pay, without demand, to the agent as rent for the leased premises the amount of \$11,000 payable in a one-time sum. The terms shall include necessary custodial services and utilities provided by the agent.

For the period beginning when the agent relocates it's Early Childhood programs to the Elementary School in Eyota (approximately Dec. 31, 2015), and ending June 30, 2016, the tenant agrees to pay, without demand, to the agent as rent for the leased premises the amount of \$7,000 payable in a one-time sum. The terms shall include utilities provided by the agent, and custodial services ONLY to the extent of oversight of the facility's HVAC operations. More specific details of custodial services shall be agreed upon by the directors of the agent and the tenant no later than Oct. 1, 2015.

If the premises are destroyed by fire, this lease shall terminate, but with rebate of rent paid or due and unpaid. Should the tenants fail to make the above-mentioned payment as specified in this agreement, or shall fail to fulfill any of the promises or agreements contained in this agreement, then it shall be lawful for the agent to terminate and cancel this lease. The agent may then re-enter and take possession of the premises and to hold and retain the premises fully and absolutely without the re-entry working a forfeiture of the rents to be paid and the promises to be performed by the tenant during the full term of this lease.

Utility Services. The agent shall be responsible for paying the electrical, natural gas, water and sewer charges.

Maintenance, repairs and alterations. The agent promises and agrees the premises and all common areas are fit for the use intended by the parties, to keep the premises in reasonable repair during the term of the lease, except when the disrepair has been caused by the willful, malicious, or irresponsible conduct of the tenants or a person under the tenant's direction or control.

Non-liability of agent. The tenant promises and agrees to make no claim, and expressly waives any and all claims against the agent or on account of any personal injury sustained, or any loss or damage to property, caused by fire, water, deluge or overflow, or explosion, howsoever arising or caused or being within the premises; or for loss of any articles by theft or from any cause from the premises or building.

Surrender of premises. At the expiration of the lease term, the tenant shall vacate and surrender the premises in as good state and condition as they were at the commencement of this lease, reasonable wear is excepted.

Miscellaneous. Copies provided to Dover-Eyota staff by the tenant will be provided at no cost.

Agent

Tenant

Bruce A. Klaehn Date

Glen Haupt Date